

Change Request Form

Project Name: Broadband Mapping Project

Request #: 5

Date of Request: 5/20/10

Requested By: Dirk Huggett

Request Description:

Extend the data deliverable (Task 5) currently scheduled for July by 1 month. This would not add another delivery, just extend the time period for delivery. Our expectation is that this would not impact other deliverables. We would expect the map application to remain on schedule and would just use the June 15 data deliverable as the base data for testing/implementation.

Reasons / Goals for Change:

To give providers some additional time to submit data and provide an update to NTIA in September with a larger delta in data from the June deliverable.

Recommendations:

The project team recommends rejecting this request. Two of the three key missing providers submitted or committed to submit within the July 1 deadline. The cost isn't justified for any remaining provider data. They can be added in the next update period.

Impacts (Cost, Scope, Schedule, Quality):

Cost:

Current

Deliverable	Deliverable Value	Retainage (10%)	Payment
Broadband service areas by provider	\$19,147.00	\$1,914.70	\$17,232.30
Broadband Infrastructure map by provider (point based and statewide)	\$13,962.00	\$1,396.20	\$12,565.80
Anchor Institutions (statewide)	\$4,450.00	\$445.00	\$4,005.00
Final Deliverables to NTIA	\$17,924.00	\$1,792.40	\$16,131.60

Revised Costs

Deliverable	Deliverable Value	Retainage (10%)	Payment
Broadband service areas by provider	\$28,245.00	\$2,824.50	\$25,420.50
Broadband Infrastructure map by provider (point based and statewide)	\$18,100.00	\$1,810.00	\$16,290.00
Anchor Institutions (statewide)	\$8,250.00	\$825.00	\$7,425.00
Final Deliverables to NTIA	\$24,244.00	\$2,424.40	\$21,819.60

Impact

Total Impact	\$23,356.00	\$2,335.60	\$21,020.40
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Cost impacts from the request include rescheduling of staff, additional hours for technical managers and admin staff due to the schedule extension and increased provider

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coordination, and increased time for technical managers and production staff due to increased data processing requirements.

Scope: There is no change in the scope of the project. The same deliverables will be provided, there would just be additional data contained in the deliverable.

Schedule: Task 5 deliverables would be delayed. It is currently broken out as:

Deliverable	Dur	Start	Finish
(Task 5) Broadband infrastructure & coverage NTIA Format	70d	Tue 5/4/10	Wed 8/11/10
Broadband service areas by provider	20d	Tue 5/4/10	Tue 6/1/10
Broadband Infrastructure map by provider (point based and statewide)	19d	Wed 6/2/10	Mon 6/28/10
Anchor Institutions (statewide)	18d	Tue 6/29/10	Fri 7/23/10
Final Deliverables to NTIA	13d	Mon 7/26/10	Wed 8/11/10

The revised schedule would look like this:

Deliverable	Dur	Start	Finish
(Task 5) Broadband infrastructure & coverage NTIA Format	90d	Tue 5/4/10	Wed 9/8/10
Broadband service areas by provider	TBD	TBD	TBD
Broadband Infrastructure map by provider (point based and statewide)	TBD	TBD	TBD
Anchor Institutions (statewide)	TBD	TBD	TBD
Final Deliverables to NTIA	TBD	TBD	TBD

Impact to schedule will primarily be related to cutoff date for accepting new provider data. Under the current schedule the cutoff date for our final deliverable under this contract is July 1. The Revised cutoff date would be August 1.

Quality: We feel quality would improve with some additional time for acceptance and processing of data.

Approval Signature(s) and Date(s):

Project Sponsor Name: Duane Schell Action: Approve: ☐ Reject: ☒

Comments:

Project Sponsor Signature:  Date: 6-29-10